



Republic of the Philippines  
 PROVINCE OF BOHOL  
 City of Tagbilaran



Standard Form Number: SF-GOOD-58  
 Revised on: May 24, 2004  
 Standard Form Title: Purchase Order

**NEGOTIATED CANVASS NO. 22-0232**  
**P.R No. 2022-0327**

**PURCHASE ORDER**

**PROVINCIAL ASSESSOR'S OFFICE**

Agency / Requisitioning Office

Supplier	<b>DELMA ENTERPRISE</b>		<b>D.O. No. P.O. NO. 2022-400</b>		
Address :	#95, Miguel Parras Street, Poblacion II, Tagbilaran City		<b>Date : August 25, 2022</b>		
E-mail Address			<b>Mode of</b>		
Telephone No.			<b>Procurement : NEGOTIATED</b>		
TIN	<b>289-013-625-000</b>		<b>SMALL VALUE</b>		
Gentlemen/Mesdames: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery :	<b>PROVINCIAL ASSESSOR'S OFFICE</b>		Delivery Term :	<b>Please read at the</b>	
Address :	<b>New Capitol Building, Tagbilaran City, Bohol</b>			<b>back hereof.</b>	
Date of Delivery :	<b>within 15 working days upon receipt of NTP</b>		Payment Term :	upon completion of delivery	
Warranty Period:	<b>3 MONTHS</b>				
<b>ITEM</b>	<b>UNIT</b>	<b>DESCRIPTION</b>	<b>QTY.</b>	<b>UNIT COST</b>	<b>AMOUNT</b>
1	reams	Bond Paper, long, sub. 20, white & thick <b>(CACTUS OR DOUBLE A)</b>	36	328.95	11,842.20
2	reams	Bond Paper, A4, sub. 20, white & thick <b>(CACTUS OR DOUBLE A)</b>	46	257.00	11,822.00
3	pcs	Folder, Ordinary, A4 <b>(SHORT)</b>	100	6.95	695.00
4	pcs	Folder, Ordinary, Long	100	7.90	790.00
5	pcs	Mouse Optical USB type	5	300.00	1,500.00
6	pcs	Logbook/Record Book, Ordinary 500 pages	10	498.00	4,980.00
7	pcs	Logbook/Record Book, Ordinary 300 pages	10	299.00	2,990.00
8	pack	Battery AA, heavy duty, 4s <b>(EVEREADY)</b>	5	180.00	900.00
9	pack	Battery AAA, heavy duty, 4s <b>(EVEREADY)</b>	5	140.00	700.00
10	roll	Tape, Transparent-1" <b>(POLYTAPE OR CROCO)</b>	40	32.00	1,280.00
11	roll	Tape, Transparent-2" <b>(POLYTAPE OR CROCO)</b>	20	57.50	1,150.00
12	boxes	Staple wire # 35	8	62.00	496.00
13	pcs	Stapler with remover # 35, heavy duty <b>(HBW)</b>	5	399.00	1,995.00
14	btl.	Glass Cleaner <b>(ZIM)</b>	2	193.50	387.00
15	boxes	Ballpens, Ordinary (Black & Blue) <b>(FLEX 24'S)</b>	2	330.00	660.00
16	pcs	Correction Fluid pen 7ml <b>(PAPERMATE)</b>	30	119.50	3,585.00